

CITY OF CARLISLE  
REGULAR CITY COUNCIL MEETING  
Monday, February 14, 2005  
7:00 P.M.  
Carlisle City Hall Council Chamber

Officials present were: Mayor Ruth Randleman, Councilmembers Drew Merrifield, Allen Wiese, Pat Stump, Blair Dewey and Frank Shultz, City Administrator/Clerk Neil Ruddy, Deputy Clerk Pat Brehse and City Attorney Robert Stuyvesant.

The meeting was called to order at 7:05 P.M.

Motion by Stump to APPROVE THE FOLLOWING CONSENT ITEMS: January 24, 2005 Regular City Council meeting minutes, January 29, 2005 Special City Council meeting minutes, January 31, 2005 Special City Council meeting minutes, February 7, 2005 Special City Council meeting minutes, December 9, 2005 Library Board meeting minutes, January 19, 2005 Foundation Steering Committee meeting minutes, January 2005 Clerk's Report to receive and file for audit, appointment of Deborah Penno as Aquatic Center Concessions Manager at \$10.00 per hour and appointment of Andrew Davis-Williams as Aquatic Center Lifeguard at \$8.00 per hour and attendance of Officer Ryan Anderson at Region 21 Detector Certification and Training Seminar in Oskaloosa on April 24 – 26. Seconded by Merrifield. Roll call vote: Stump – Aye, Merrifield – Aye, Wiese – Aye, Dewey – Aye, Shultz – Aye. Motion carried by unanimous vote.

Councilmember Wiese had the BILLS PAYABLE FOR REVIEW in the amount of \$57,136.92 for current bills and \$182,524.92 for bills already paid for a total amount of \$239,661.84. Motion by Wiese to APPROVE PAYMENT OF BILLS IN THE TOTAL AMOUNT OF \$239,661.84. Seconded by Stump. Roll call vote: Wiese – Aye, Stump – Aye, Dewey – Aye, Shultz – Aye, Merrifield – Aye. Motion carried by unanimous vote.

Motion by Stump to APPROVE PARTIAL PAY REQUEST NO. 4, TO MECHANICAL, INC. in the amount of \$24,105.24 for aquatic center construction. Seconded by Dewey. Roll call vote: Stump – Aye, Dewey – Aye, Shultz – Aye, Wiese – Aye, Merrifield – Aye. Motion carried by unanimous vote.

CITIZEN PARTICIPATION: None.

Adam Bohr of McClure Engineering presented the following TABULATION OF BIDS ON THE 2005 WATER SYSTEM IMPROVEMENTS - WELL NO. 6:

<u>Bidder</u>	<u>Sec. 1 Earthwork</u>	<u>Sec. 2 Water main</u>	<u>Sec. 3 Well and wellhouse</u>
Advanced Underground Const.		\$48,499.99	
C.L. Carroll Co.	\$ 88,247.00	\$57,560.10	\$205,061.00
Elder Corp.	\$109,430.00	\$69,087.00	
Layne Western			\$234,996.05
Rhiner Plumbing		\$52,216.83	
Vanderpool Const.	\$ 87,131.00	\$54,865.00	
Weidner Constr.	\$ 95,272.94	\$57,365.00	\$266,806.18

The project was divided into three sections to make it easier for smaller local contractors to submit independent bids. The low bids of Vanderpool Construction in the amount of \$87,131.00, Advanced Underground Construction in the amount of \$48,499.99 and C.L. Carroll Co. in the amount of \$205,061.00 for a total project bid of \$340,691.99 were recommended for approval. The engineer's project estimate was \$375,805.00. Councilmember Shultz asked why the design of the wellhouse was changed. It was explained that the footing was changed to a spread design by addendum before any bids were submitted because the structure is being built on engineered fill and that there is a \$5,000 contingency in each section. Motion by Merrifield to APPROVE RESOLUTION NO. 2005021401 AWARDING CONTRACTS to Vanderpool Construction in the amount of

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\$87,131.00, Advanced Underground Construction in the amount of \$48,499.99 and C.L. Carroll Co. in the amount of \$205,061.00 for 2005 Water System Improvements – Well No. 6. Seconded by Wiese. Roll call vote: Merrifield – Aye, Wiese – Aye, Stump – Aye, Dewey – Aye, Shultz – Aye. Motion carried by unanimous vote. Motion by Stump to APPROVE RESOLUTION NO. 2005021402 APPROVING CONSENT TO EASEMENT STRUCTURES from the United States Army Corps of Engineers for construction within flowage easement tract 2344E. Seconded by Dewey. Roll call vote: Stump – Aye, Dewey – Aye, Shultz – Aye, Wiese – Aye, Merrifield – Aye. Motion carried by unanimous vote.

The Mary and George Clark REQUEST TO SEVER PROPERTY AT 5525 SE 68<sup>TH</sup> PLACE was reconsidered. Staff was directed to contact the owners of the property at 5590 SE 68<sup>th</sup> Place which was annexed in the same way as the Clark property to see if both properties should be handled the same way.

Motion by Stump to APPROVE RESOLUTION NO. 2005021403 APPROVING THE REAL ESTATE CONTRACT WITH CRAIG AND ELIZABETH WINJUM. Seconded by Dewey. Roll call vote: Stump – Aye, Dewey – Aye, Shultz – Aye, Wiese – Aye, Merrifield – Aye. Motion carried by unanimous vote.

Motion by Dewey to APPROVE RESOLUTION NO. 2005021404 APPROVING THE REVISED LEASE WITH CARING TIMES FOR 1220 S. 5<sup>TH</sup>. Seconded by Stump. Roll call vote: Dewey – Aye, Stump – Aye, Shultz – Aye, Merrifield – Aye, Wiese – Aye. Motion carried by unanimous vote. Staff was directed to change the locks and to arrange for a building inspection.

Jack Lipovac explained the HR-One Source proposal for revising and updating the Employee Handbook to make sure that it complies with current regulations and that the City is adequately prepared to respond to employee claims. Motion by Wiese to APPROVE THE PROPOSAL FROM HR-ONE SOURCE FOR REVISING AND UPDATING THE EMPLOYEE HANDBOOK at a cost of \$2,500.00. Seconded by Stump. Roll call vote: Wiese – Aye, Stump – Aye, Dewey – Aye, Shultz – Aye, Merrifield – Aye. Motion carried by unanimous vote. The need for adequate training was discussed. Motion by Wiese to RETAIN HR-ONE SOURCE TO CONDUCT TWO HARASSMENT TRAINING SESSIONS at a cost of \$400.00 each. Seconded by Merrifield. Councilmember Shultz stated that the item was not on the agenda. City Attorney Stuyvesant stated that the item was on the agenda and could be voted on. Roll call vote: Wiese – Aye, Merrifield – Aye, Stump – Aye, Dewey – Aye, Shultz – Aye. Motion carried by unanimous vote. The need to complete the UPDATE OF JOB DESCRIPTIONS and the EMERGENCY OPERATIONS PLAN was discussed. Staff was directed to begin the review of job descriptions within 30 days and to have the job descriptions updated by May 14 and to get each department's emergency plan information to the City Administrator by March 14 so that the Emergency Operations Plan can be completed by April 14.

Motion by Dewey to APPROVE RESOLUTION NO. 2005021405 APPROVING THE 28E AGREEMENT FOR VOLUNTARY ASSESSMENT TO SUPPORT THE POLK COUNTY EMERGENCY MANAGEMENT AGENCY at a cost of \$8.00 per year. Seconded by Stump. Roll call vote: Dewey – Aye, Stump – Aye, Shultz – Aye, Wiese – Aye, Merrifield – Aye. Motion carried by unanimous vote.

THE BICYCLE PEDESTRIAN ROUNDTABLE UNIFORM TRAILS SIGNAGE PROJECT was discussed. Carlisle's portion of the cost, assessed on a population basis, would be \$600. Bill Steele stated that the tax base is disappearing and jobs are going out of the area and the City cannot afford frivolous expenses like trail signage. Mayor Randleman stated that promoting the trail system is good for economic development. A representative of the Roundtable will be asked to attend a future Council meeting to explain the proposal.

Motion by Wiese to APPROVE THE CONTRACT WITH BLAIR DEWEY, DOING BUSINESS AS NORTH RIVER CONSULTING, INC. FOR COMPUTER CONSULTING SERVICES to complete the connection of the fixed wireless internet. Seconded by Shultz. Roll call vote: Wiese – Aye, Shultz – Aye, Dewey – Abstain, Stump – Aye, Merrifield – Aye. Motion carried by a 4-0-1 vote.

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A DEVELOPMENT PROPOSAL FOR 300 S. GARFIELD from Jim Mitchell was discussed. Mayor Randleman appointed Councilmembers Merrifield and Shultz to meet with Jim Mitchell and make a recommendation to the full Council.

Economic development issues, including the LACK OF PARTICIPATION IN THE CITY'S VOLUNTARY BUCK-A-MONTH PROGRAM to provide revenue for economic development and the RESPONSE FROM THE WCEDC TO THE CITY'S INQUIRY ABOUT THE MARKETING PLAN, were discussed. It was pointed out that people who are concerned about the lack of tax base and disappearance of jobs should support the buck-a-month club.

Motion by Stump to APPROVE RESOLUTION NO. 2005021406 OPPOSING HOUSE STUDY BILL 109 OR ANY OTHER LEGISLATION THAT WOULD RESTRICT THE ESTABLISHMENT OR OPERATION OF MUNICIPAL TELECOMMUNICATIONS UTILITIES IN IOWA. Seconded by Wiese. Roll call vote: Stump – Aye, Wiese – Aye, Merrifield – Aye, Dewey – Aye, Shultz – Aye. Motion carried by unanimous vote.

Motion by Dewey to SET THE DATE OF MARCH 7, 2005 AT 7:00 P.M. FOR THE PUBLIC HEARING ON THE 2005-06 BUDGET. Seconded by Shultz. It was explained that budgets of \$10,000 each for the Fire Enterprise, Fire Auxiliary, and Friends of the Library Funds and amounts of \$20,000 for a police vehicle, \$17,500 for a fire vehicle, \$4,950 for a police study, \$254,000 for the First Street project and \$355,000 for the Well No. 6 project have been included. Roll call vote: Dewey – Aye, Shultz – Aye, Stump – Aye, Wiese – Aye, Merrifield – Aye. Motion carried by unanimous vote.

It was reported that no responses have been received to the NOTICE OF VACANCY ON THE BOARD OF ADJUSTMENT. Mayor Randleman was directed to recommend a candidate.

Councilmember Merrifield stated that the yield sign at Scotch Ridge Road and Highway 5, open burning and employee compensatory time need to be reconsidered. Staff was directed to review the reestablishment of a stop sign at Scotch Ridge Road and Highway 5 and the placement of limits on employee compensatory time and schedule the items for future consideration. Councilmember Wiese asked about recent incidents at Chaser's Bar and Grill. Councilmember Dewey stated that a revised Electronic Communications Policy has been developed. Councilmember Shultz explained the Garden Club's planting plan for the Veteran's Honor Roll in North Park. Staff was directed to obtain a progress report on the Welch Products expansion. Mayor Randleman encouraged participation in the school read aloud program. The City Administrator reported that Calhoun-Burns has received an Iowa Quality Initiative Structures 2002-2004 Award for the North First Street Bridge over the North River and the City has been invited to a presentation at Noon on March 1, 2005 at the Scheman Conference Center at Iowa State. The City Attorney reported that the Greater Carlisle Community Foundation has been officially formed. Fire Chief Burger reported that the Knox Boxes are operational and presented information on the command vehicle. The Growing Green Communities Implementing the E-Factor Community Leadership Breakfast and Technical Seminar on February 22, 2005 at the Sheraton in West Des Moines was discussed.

Motion by Shultz to ADJOURN AT 9:51 P.M. Seconded by Dewey. Roll call vote: Shultz – Aye, Dewey – Aye, Stump – Aye, Wiese – Aye, Merrifield – Aye. Motion carried by unanimous vote.

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Ruth Randleman, Mayor

Attest:

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Neil Ruddy, Administrator/Clerk